

# ST MAWGAN-IN-PYDAR PARISH COUNCIL

## Minutes of the Meeting of St Mawgan-in-Pydar Parish Council

held in Mawgan Porth Village Hall on Wednesday 8<sup>th</sup> May 2024 at 6.30pm

154/24		<p><b>Election of Chair for the year 2024/25 and signing of declaration of office.</b> It was proposed, seconded and <b>resolved</b> to elect Cllr E McKenzie as Chair to the Council. Cllr McKenzie signed the Declaration of Acceptance of Office duly witnessed by the Clerk to the Council.</p>
155/24		<p><b>Election of Vice Chair for the year 2024/25 and signing of declaration of office.</b> It was proposed, seconded and <b>resolved</b> to elect Cllr D Carter as Vice-Chair to the Council. Cllr Carter signed the Declaration of Acceptance of Office duly witnessed by the Clerk to the Council.</p>
156/24		<p><b>Appointment of Councillors for Working Groups and Internal Control (Lead in bold).</b> <u>Amenities</u> – <b>E McKenzie</b>, K Mullard, <u>Beach and Environment</u> <b>G Williams, J McLuskie</b>, W Corbett, D Carter, J Latham &amp; K Vose <u>Planning</u> – <b>W Corbett</b>, L McKenzie, G Williams, C Tyson, S Karkeek <u>Transport and Rights of Way</u> – <b>D Carter</b>, G Williams, C Tyson, S Karkeek, J McLuskie <u>Digital and social media</u> – D Carter <u>Complaints</u> – <b>E McKenzie</b>, D Carter <u>Internal Control</u> – <b>D Carter</b>, S Karkeek, J McLuskie <u>Playground Inspections</u> – L McKenzie <u>Tree Warden</u> – <b>W Corbett</b>, VACANCY <u>Neighbourhood plan</u> – <b>L McKenzie</b>, C Tyson, D Carter, G Williams, W Corbett, T Abell, K Mullard <u>St Mawgan Community Hall</u> – <b>L McKenzie</b>, C Tyson, W Corbett, D Carter, J McLuskie,</p>
157/24		<p><b>Appointment of Representatives to organisations</b> <u>Affordable Housing</u> – W Corbett, L McKenzie, C Tyson <u>Newquay St Columb Community Network</u> – L McKenzie, D Carter <u>Playing Field Booking</u> – Clerk <u>Almshouses</u> – C Tyson <u>Denzell Downs</u> – Panel for awarding – L Mckenzie, S Karkeek, K Mullard (Reserve) <u>Mawgan Porth Hall</u> – D Carter <u>Making Space 4 Sand</u> – G Williams <u>Cornwall Newquay Airport</u> – D Carter <u>Saints Coast Community Area Panel (CAP)</u> – L McKenzie, D Carter</p>
158/24		<p><b>To note those present and to receive any apologies:</b> Chair, L McKenzie, Vice-Chair, Cllr D Carter, G Williams, W Corbett, K Mullard, S Karkeek, C Tyson and J Latham. <b>Apologies received from:</b> Cllrs C Vose, T Abell and Cornwall Councillor Paul Wills. Not received from Cllr McLuskie. <b>In attendance:</b> Angela Hayne, Parish Clerk/RFO/Burial Officer and O Members of the public.</p>
159/24		<p><b>Members' interests</b></p>
	a	To receive declarations of interest from Members relating to items on the agenda.
	b	To consider written requests for dispensations or interests (if any). None
	c	To receive written statements from members expressing interests in an agenda item. None
160/24		<p><b>To receive oral or written reports, and authorise any action</b></p>
	a	Police Report: No report
	b	Cllr Paul Wills report: No report
	c	Clerk – Previously circulated. Noted within Working Groups.

		In addition, a Notice of Public Rights and Publication of the Unaudited Annual Governance Review for the year end 31 <sup>st</sup> March 2024 will be published on 2 <sup>nd</sup> June to take effect from Monday 3 <sup>rd</sup> June – 12 <sup>th</sup> July in accordance with Local Audit and Accountability Act 2014 Sections 26 and 27 of The Accounts and Audit Regulations 2015 (SI 2015/234).
161/24		<b>Public Participation</b> – none.
162/24		<b>Minutes of the Parish Council Meeting</b>
	i	To Resolve that the Minutes of the meeting held on <b>10<sup>th</sup> April 2024</b> are an accurate record and duly signed by the Chair. It was proposed, seconded and it was <b>resolved</b> to approve.
163/24		<b>FINANCE and LEGISLATION:</b>
	a	Annual Return for the year ending 31 <sup>st</sup> March 2024 (all documents circulated prior to meeting)
	i	Internal Audit Report <b>2023/24</b> – Agree to authorise the Clerk to complete the Internal Audit Report Response in accordance with Clerk’s response – as circulated. It was proposed, seconded and <b>resolved</b> to thank Steve Hudson for his services.
	ii	Asset Register in support of figures on the accounting statements – to seek approval. It was proposed, seconded and it was <b>resolved</b> to approve.
	iii	Accounting Statement <b>2023/24</b> – to seek approval (had been presented and signed by RFO ahead of the meeting). It was proposed, seconded and it was <b>resolved</b> to approve.
	iv	Annual Governance Statement <b>2023/24</b> section 1 – to approve It was proposed, seconded and it was <b>resolved</b> to approve.
	v	Annual Governance Statement <b>2023/24</b> section 2 – to approve It was proposed, seconded and it was <b>resolved</b> to approve. It was proposed, seconded and it was <b>resolved</b> to approve.
	vi	External Audit Conflict of Interest Form – to approve no conflicts of interest. It was proposed, seconded and it was <b>resolved</b> to approve.
	vii	Earmarked Reserves as of 31 <sup>st</sup> March 2024 – to approve. It was proposed, seconded and it was <b>resolved</b> to approve.
	b	Financial Risk Assessment 2024/25 (previously circulated) – to approve. It was proposed, seconded and it was <b>resolved</b> to approve.
	c	Zurich Municipal Insurance Policy Renewal 2024/25 – to approve in the sum of £1131.20 It was proposed, seconded and it was <b>resolved</b> to approve.
	d	To note any income received: Bank Interest £46.96, Beach Clean Donation £550, Memorial Fees £1706.00, Local Maintenance Partnership £2,628.13.
	e	Accounts – To approve invoices for payment via online banking after the meeting (schedule previously circulated to Members). It was proposed, seconded and it was <b>resolved</b> to approve. Amended to include Odd Job invoice.
164/24		<b>PLANNING</b>
	a	Pre-App Consultation in accordance with Local Council protocol.
	b	Planning - new applications – to discuss and decide on response to Cornwall Council.
	i	<b>PA24/01520</b> . Applicant: Mr And Mrs Holmes. Proposal: Replacement dwelling and garage (following planning permission for extensions and alterations under planning approval reference PA23/04074). Location: Shore Leas Mawgan Porth Hill Mawgan Porth. It was proposed, seconded and it was <b>resolved</b> no objection.
	c	To consider planning applications received before meeting
	i	<b>PA24/03511</b> . Applicant Ms Leanne Wood. Proposal: Proposed new dormer extensions (including the replacement and raising of an existing dormer roof) and internal alterations (including the replacement of an existing window). Location: Panorama Trenance Mawgan Porth. Extension of time for comment requested and granted due to late notice of application. It was proposed, seconded and <b>resolved</b> to defer to the June meeting.
	ii	<b>PA24/01135</b> The Cabin Barn At Little Bre Pen Farm Trevarrian Newquay Cornwall TR8 4AF – Re-consultation with revised plan with reduced red line. It was proposed, seconded and it was <b>resolved</b> no objection.
	d	To note Advice and Decisions by Cornwall Council:
	i	<b>PA24/01207 APPROVED</b> . Location: Seacrest
	ii	<b>PA24/00533 APPROVED</b> . Location: Trevedras Farm

	iii	<b>PA23/07950 APPROVED.</b> Location: Land Adjacent Garden House St Mawgan
	iv	<b>PA24/00164/PRE Closed - advice given.</b> Location: 8 Mawgan Bay View, Mawgan Porth Hill.
	v	<b>PA24/03406 Closed - advice given</b> Location: Communications Mast at Newquay Airport New Road Carloggas St Mawgan TR8 4AF. Noted.
	vi	<b>PA23/09110 WITHDRAWN.</b> Location: The Old Rectory St Mawgan Newquay Cornwall TR8 4EZ. Noted.
	vii	<b>PA24/01939 APPROVED.</b> Location: Trenault. Noted.
	viii	<b>PA23/03171 APPROVED</b> Location: Land Northwest of Little Trevenna Trevenna Cross St Mawgan TR8 4HB. Noted.
	ix	<b>PA24/00513/PRE Closed - advice given</b> Location: Hylton Lanvean. Noted.
	e	To note Advice and Decisions by Cornwall Planning Committee - none.
	f	To note Advice and Decision by Planning Inspectorate
	i	<b>APP/D0840/W/24/3337876</b> Cornwall Council Planning Ref: PA22/10128 Appeal Start Date 04/04 representations by 10 May. The Clerk confirmed an appeal response had been sent on behalf of the Parish Council.
	ii	<b>APP/D0840/W/24/3336480</b> Cornwall Council Planning Ref: PA23/04572. Appeal Start Date 10/04 representations by 15 May. An appeal response to be submitted.
	g	5 day-Protocol for Local Councils.
	i	<b>PA23/03371</b> Demolition of amenity building on site and construction of 6 no. holiday units and associated landscaping, parking and bin storage at Marver Holiday Park, Mawgan Porth. The Clerk reported that a delegated decision had been submitted requesting that the application be determined by Cornwall Planning Committee.
	h	To discuss planning enforcement issues – to refer any new issues and updates – if any.
165/24		<b>WORKING GROUPS</b> - to receive reports (if any), and agree any necessary action and expenditure:
	a	Amenities – Odd Jobs: Playing Field Gate repair, Toilet handle replacement and repair, barbed wire removal from dune footpath at the request of Countryside Access Beach Ranger. It was proposed, seconded and resolved to approve in the sum of £99.67.
	i	Playground – Cllr Carter led discussion of lack of adult/youth equipment provision as highlighted in the emerging Neighbourhood Plan. Accessible equipment provision for children would also be desirable. The Clerk reported that an area in front of the play area had received permission from the landowner to site adult/youth fitness equipment and wondered whether a small extension of the playground fence into the southern corner might also be agreeable to the landowner. <b>Action:</b> Clerk to investigate possibility of extension of existing fence to accommodate accessible play and report at the next meeting.
	ii	Ride on Mower Disposal – insurance renewal. It was proposed, seconded and <b>resolved</b> to approve direct debit payment for monthly cover until sold.
	iii	Public Toilets & Community Hall Surveillance – nothing further to report.
	iv	Playing Field – to approve invoice for repairs to pipe in the sum of £83.06 It was proposed, seconded and it was <b>resolved</b> to approve.
	v	Playing Field Hire – SMASH Boat Race Saturday 8 June midday – 3pm approx. It was proposed, seconded and it was <b>resolved</b> to approve subject to the terms of the playing field lease of no dogs being upheld.
	v	Toilets - nothing to report
	vi	Burial Ground – It was proposed, seconded and <b>resolved</b> to approve the purchase of two reserved plot slate markers) via transfer of pre-payment received by plot holders.
	b	Transport and Rights of Way:
	i	Carloggas Concrete Bus Shelter – the clerk reported that a local builder confirmed concrete walls to be in poor condition with the roof showing steel rust through several places: the cost of renovation very high with limited long-term success. Quotes had been received for off the shelf metal and glass shelter on the existing concrete base. <b>Action:</b> Quotes to be sought for the re-build in block.
	c	Beach and Environment: The Clerk reported that an annual beach clean donation request letter is ready to send out to businesses. Some donations already received via standing order. Request letter published in Dreckly to reach out to all users.

	i	Update on S106 application for works to the dune verge and footpath. The Clerk confirmed that a site meeting is scheduled to take place on 15 <sup>th</sup> May to assess.
	ii	Community Environment Emergency Plan. The Clerk reported that a plan is likely emerging largely through the efforts of Cllr G Williams and communication with Environment Agency and recent flood event.
	iii	Mawgan Porth Surf Life Saving Club.
	d	Neighbourhood Plan – The NP group met with consultant Steve Besford-Foster on 29-4-24 to discuss the current situation with the evidence base and what more we need to do. He provided an impression of what the plan will look like – working draft, with draft policies in.
	i	Neighbourhood Plan Grant - to approve repayment of unspent grant in the sum of £1260 to Groundwork UK. It was proposed, seconded and it was resolved to approve.
	e	St Mawgan Community Hall. Bookings are being received. Works to soffits and barge boards and repointing can hopefully start with settled weather. The next Committee meeting is 16 <sup>th</sup> May.
165/24		<b>REPORTS FROM MEETINGS:</b>
	i	Community Flood Forum & Making Space 4 Sand. Revised Environment report awaiting.
	ii	Annual Assembly 17 <sup>th</sup> April. Draft Minutes circulated prior to meeting. Noted.
	iii	Denzell Downs Community Benefit Fund Annual Grant Meeting 22 <sup>nd</sup> April. Chair in attendance, awaiting grant decisions from Grantscape at the end of May.
	iv	Bedruthan Hotel Grant Funding Opportunities Meeting – The Chair reported that a meeting had taken place to highlight schemes seeking potential grant funding, if possible.
166/24		<b>To note and discuss (if appropriate) the correspondence received since the last meeting and any associated actions and expenditure:</b>
	i	Notice of Vacancy in Office of Councillor - Resignation of Councillor Mann. The Clerk confirmed that the Legal Notice was published on 4 <sup>th</sup> May.
	ii	Maladyke signage – the clerk confirmed that a letter had been sent to the Diocesan Administrator.
		<b>Exempt Business:</b> To Resolve to invoke Standing Order 3(d) that in accordance with Public Bodies (admission to meetings (Act 1960 as amended by S100 Local Government Act (LGA) 1972), the press and the public be excluded from the meeting during consideration of the following matters on the grounds that they may involve the likely disclosure of exempt information.
		<b>There were no members of the public in attendance</b>
167/24		<b>To consider</b> an opinion given on the legality of CC's decision to approve PA23/07950. It was proposed, seconded and it was <b>resolved</b> that the PC seek a quashing order if Cornwall Council did not agree to one by consent
168/24		<b>Notice of items for the next Agenda:</b> (note – no decisions can be taken on any item raised under this heading). Playground: Accessible and Youth Provision.
169/24		<b>Close of meeting. 19:45pm</b>

## Schedule of Payments (below)

Name	Details		Minute reference
Groundwork UK	Neighbourhood Plan Repayment of Grant Underspend	£1260.00	165/24d(i)
NFU Mutual Ltd	Ride on Mower Insurance month 1	11.44	165/24a(ii)
Vodafone	Mobile Phone and Tablet – April	22.00	
A Hayne	Salary and Expenses	1053.46	

HMRC	Employer's National Insurance Contribution	30.36	
T Roberts	Toilet Clean and Playing Field Bin contract – April	769.67	
Glanville's Ltd	Field Manhole	83.06	165/24(iv)
Hudson Accounting Ltd	2023/24 Year End Internal Audit	225.00	124/24(f)
Drew Memorials	Reserved Slate Marker for Plot A304	48.00	165/24a(vi)
Zurich Insurance	Parish Asset Annual Insurance Cover	1131.20	163/249c)
Mike Farmer	Beach Clean Contract March & April	1850.00	
M Farmer	Parish Odd Jobs	<u>99.67</u>	165/24(a)
		<b>Total</b>	<b>£ 7306.06</b>

**Date of Next Meeting: St Mawgan Community Hall on Wednesday 12<sup>th</sup> June 2024 commencing 6.30pm.**

Signed as a true record of the meeting:

Chair's signature .....Wednesday 12th June 2024